

Week 11: Friendly letters

Name _____

Date _____

Day One:

For numbers 1 through 5, read the letter below and look at the numbered, underlined parts. Choose the answer that shows the best capitalization, spelling, and punctuation of each part.

(1) August 28 2000

(2) Dear Becky,

(3) I'm going to the mall today after schoool Would you

(4) like to come with me tell me when I see you at lunch.

(5) Sincerely,
Amanda

1. ☐ august 28, 2000
☐ August 28, 2000
☐ auGust 28 2000
☐ correct as it is

4. ☐ with me. tell
☐ with me? Tell
☐ with me! Tell
☐ correct as it

2. ☐ Dear becky,
☐ Dear Becky
☐ dear Becky:
☐ correct as it is

5. ☐ sincerely,
☐ Sincerely
☐ sincerely!
☐ correct as it is

3. ☐ today after School.
☐ today after school?
☐ today after school.
☐ correct as it is

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Day Two:

For numbers 1 through 5, read the letter below and look at the numbered, underlined parts. Choose the answer that shows the best capitalization, spelling, and punctuation of each part.

(1) July 29, 2002

(2) Dear jason,

(3) The weather hear has been really strange. In the last
(4) few days here in Littleton colorado, I have seen rain,
snow, and sunshine. What's the weather like in your town?

(5) your friend,
Nina

1. ☐ July 29 2002
☐ july 29 2002
☐ july 29, 2002
☐ correct as it is

4. ☐ littleton, colorado
☐ Littleton, Colorado
☐ Littleton, colorado
☐ correct as it is

2. ☐ Dear Jason,
☐ Dear jason,
☐ dear Jason:
☐ correct as it is

5. ☐ your Friend,
☐ Your friend,
☐ Your Friend,
☐ correct as it is

3. ☐ here
☐ Here
☐ heere
☐ correct as it is

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Day Three:

SHORT- BUT COMPLETE

Sometimes a group of words can be very short and still be a complete sentence. The examples below are ALL complete sentences. Notice how short they are.

Ex: Stanley fell.

Ex: The wind blew.

} These are complete sentences because they have a subject and a predicate.

Underline the subject once and predicate twice in the short sentences below. Add another line to separate the subject and the predicate.

1. My dog howled.

2. Darcy cheered.

3. Keesha won.

LONG – BUT INCOMPLETE

Sometimes groups of words are very long, but they are NOT complete sentences. Look at the examples below and notice what they are missing. If they are missing a subject or a predicate they are **not** complete sentences.

Ex: Maria and all of her friends on her soccer team.

Ex: Going to the movies to see Star Trek III.

circle what is missing

subject or predicate?

subject or predicate?

Underline the subject once OR the predicate twice in the phrases below.

1. Called his friend to invite him to sleep over.

2. Annabelle, Ryan, Tony and their mother.

3. The winning soccer team.

circle what is missing

subject or predicate ?

subject or predicate ?

subject or predicate ?

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Day Four:

For numbers 1-5, read the letter below and look at the numbered, underlined parts. Choose the answer that shows the best capitalization, spelling, and punctuation of each part.

(1) April 16 2003

(2) dear jack,

(3) My baseball team will play at coors field this

(4) Saturday. I would like you to coome. Can you bring your camera?

(5) thanks,
Mark

1. ☐ April 16, 2003
☐ april 16, 2003
☐ April, 16 2003
☐ correct as it is

4. ☐ you to come.
☐ You to come.
☐ you too come.
☐ correct as it is

2. ☐ Dear jack
☐ dear jack,
☐ Dear Jack,
☐ correct as it is

5. ☐ Thanks?
☐ Thanks,
☐ Thanks
☐ correct as it is

3. ☐ coors Field
☐ Coors field
☐ Coors Field
☐ correct as it is